

## REGULAR SCHOOL BOARD MEETING

January 8, 2007

Page 1

### TAPE 1, SIDE A

The meeting of the Board of Directors of the Port Townsend School District was called to order at 7:00 p.m. by Board Chair John Eissinger at the Lincoln Building, 450 Fir Street, Port Townsend, WA. Present were Board members John Eissinger, Beth Young and Tracy Reinhart. Also present was Superintendent Tom Opstad. The Board went into Executive Session where they discussed personnel issues. The regular meeting convened at 7:30 p.m. Also present were staff and community members.

Superintendent Opstad spoke about Martin Luther King, Jr. Day and Christa McAuliffe Day and led the Pledge of Allegiance.

There was no correspondence.

The Board reviewed the minutes of the December 11, 2006, regular Board meeting and the December 28, 2006, Accounts Payable only Board meeting. Beth Young made a motion to approve the minutes from the December 11 and December 28 meetings. Tracy Reinhart seconded the motion, which carried 3-0.

The Board reviewed the Agenda and Consent Agenda. Tracy Reinhart reported that the Accounts Payable were in order and made a motion to approve the Agenda and Consent Agenda. Beth Young seconded the motion, which carried 3-0.

Included in the Consent Agenda were: 1) Accounts Payable as of January 8, 2007; 2) Payroll – December 2006; 3) Accept the resignation of Sandra Duncan, 3.0 hour/day Food Service Assistant I, effective January 5, 2007; 4) Darlene Quayle to attend the OSPI Conference, January 11-12, 2007, in Seattle, WA; 5) Gail Danner, Priscilla Cooper, Lorraine Kirsch and 24 students to attend the Statewide Math Competition, March 30-31, 2007, in Blaine, WA; 6) Approve the request to surplus outdated equipment, which is no longer working and of no value to the district, per attached list; 7) Accept the donation of volunteer services by Jim Franklin and Joey Johnson, who presented a seminar for BHMS football team and coaches entitled “Maximizing Your Performance”; 8) Accept the donation of volunteer services by Brian Thomas, who coached BHMS football program for seven weeks of the season; 9) Interlocal agreement between the OSPI and PTSD for the district to provide a Board Certified teacher facilitator to assist three PTSD teachers through the National Board *Take One* process.

During Public Comments Jackie Aase and Sheila Murphy requested a written response to the comments they made at the December 4, 2006, meeting regarding community access to the gyms after hours, and clarification of why advertising is allowed in the high school gym.

Superintendent Opstad reported to the Board that the Orchestra retreat scheduled for January 6-8, 2007, was cancelled due to poor driving conditions on the pass. Ms. Henry hopes to reschedule the retreat for March.

Steve McIntire presented the November 2006, Budget Status Report. Discussion followed. Mr. McIntire will bring a schedule for bus depreciation and replacement to the February 12<sup>th</sup> meeting, and would like to discuss a schedule for purchasing additional buses over the next several years.

Superintendent Opstad presented the proposed agreement between Port Townsend School District and the City of Port Townsend for continued operation of the swimming pool at Mt. View Elementary School for January 1, 2007, through December 31, 2009. After discussion the Board tabled this item and added it to the agenda for the Board Retreat scheduled on January 20, 2007.

## REGULAR SCHOOL BOARD MEETING

January 8, 2007

Page 2

Superintendent Opstad reported that he is working with the PTEA to determine the makeup days needed this year. One makeup day was built into the contract on February 16. Three additional makeup days need to be determined. Mr. Opstad sent an electronic survey to staff and will review the options with the PTEA and make a final decision. He stated that the date for graduation might be effected if the days are made up at the end of the school year. Mr. Opstad stated that the printer for graduation announcements is on hold until a decision is made. Discussion followed about the timing of end-of-the year trips, and the to possible need to change the date of the end of the first semester at the high school.

### **TAPE 1, SIDE B**

Superintendent Opstad presented the Fall Sports Update for Athletic Director Russ Hickman, who was unable to attend the meeting. Mr. Opstad and Mr. McIntire noted that the athletic budget allocated at the beginning of the year will be short by \$25,000.00 to \$30,000.00, mostly due to increased transportation costs. The Board appreciated the detail of the report, and requested that when the Winter Sports Update is prepared the expenses for the Athletic Director (salary and travel) and coaches' education be included under the totals page. The Board also requested that a similar report be prepared for the Blue Heron athletic program.

Superintendent Opstad presented the enrollment for January 2007. There was an increase of 14 FTE in January. Discussion followed about projecting enrollment for the 2007-2008 school year.

Superintendent Opstad presented the Calendar of Events. Tracy Reinhart commented that the website still shows directions to away games from last year. Since the school is in the Olympic League this year, this needs to be updated.

Mr. Opstad recommended that Policy 5020: Collective Bargaining and Policy 5021: Applicability of Personnel Policies not be adopted. These policies are essentially WACs, and WSSDA states that they are optional policies.

The following policies were presented for third review. Many of the revisions in the RCWs and WACs occurred because the State Board of Education was essentially disbanded, and those references that were under the State Board were transferred to OSPI.

- Policy 5000/5000P: Recruitment and Selection of Staff.
- Policy 5005/5005P: Employment: Disclosures, Certification, Assurances.
- Policy 5006: Certification Revocation.
- Policy 5050: Contracts.
- Policy 5201: Drug-Free Workplace
- Policy 5202/5202P: Federal Motor Carrier Safety Administration Mandated Drug and Alcohol Testing Program.

Policy 5050: Contracts is a new WSSDA policy. The policy refers to contracts that go out to staff every year and the language that must be in the contract. Kathy Nelson reviewed the policy and said that the contracts we currently use essentially meet the policy, with some slight differences in language. One sentence in the policy that is not currently our contract is "This contract replaces prior individual contract for the \_\_\_\_\_ school year." This sentence could easily be added. Another section of the policy discusses retire/rehire and persons replacing certificated staff on leave. We will need to add this provision: "Understood and agreed that the staff member is employed pursuant to the provisions of RCW 28A.405 in accordance with provision of RCW 28A.405.900 this contract shall expire automatically at the end of the contract term set forth herein is not subject to provisions of RCW 28A.405.210." We

**REGULAR SCHOOL BOARD MEETING**

**January 8, 2007**

**Page 3**

currently have five or six staff replacing staff on leave, so this addition would make it very clear that the contract expires at the end of the contract period.

The remaining policies are essentially unchanged, except for changes in legal references. Mr. Opstad stated that the law allows that changes to policy just to correct legal references without having to bring them for Board approval. We will make those changes as they occur.

John Eissingler reminded the Board of the retreat scheduled for Saturday, January 20 in the Lincoln Building Board Room from 9:00 a.m. to 3:00 p.m.

Superintendent Opstad noted that January is School Board Appreciation Month. He asked Board members to let Rosanne Butler know if they plan to attend basketball games or wrestling matches during January, so they can be recognized. Tracy Reinhart stated she will attend the home girls' basketball games in January.

Beth Young spoke about the upcoming Crossroads meeting on Wednesday, February 7<sup>th</sup>. She plans to attend.

After discussion Board members determined that no one is available to attend the WSSDA Legislative Conference. Superintendent Opstad stated that he and Chimacum Superintendent Mike Blair have an appointment to meet with all three of the state legislators tomorrow in Olympia.

**TAPE 2, SIDE A**

Tracy Reinhart asked for clarification of why a response to the Public Comments from the December 4, 2006, Board meeting had not happened yet. Superintendent Opstad apologized for the delay, and said that he would have a response prepared by January 18. Discussion followed about the need to review all written policies and other documents for inconsistencies, and to look carefully at liability issues, and then determine what is possible. The Board requested that this issue be added to the agenda for the Board Retreat.

John Eissingler reminded the Board that if the agenda for the Board Retreat on January 20 is not concluded by the end of the day, there is time set aside to continue on Monday, January 22 from 5:00 to 7:00 p.m., before the Regular Board meeting.

The meeting was adjourned by consensus at 8:36 p.m.

All letters, resolutions, and pertinent information referred to within may be found in the Supplemental File as if fully set forth within.

Respectfully submitted,

\_\_\_\_\_  
Thomas A. Opstad, Superintendent

ATTEST: \_\_\_\_\_  
John Eissingler, Board Chairman